

Maryland Energy Administration
Clean Energy Program Manager – Data Analyst
Job Description

Join the Maryland Energy Administration as we transform energy in the State of Maryland. You will have an unprecedented opportunity to work on the cutting edge of implementing Maryland's clean energy policies and programs. We are looking for the best and the brightest to join the team that is quickly making Maryland one of the nation's leaders in energy.

Responsibilities: The Clean Energy Program Manager – Data Analyst will manage the State's clean energy information and would specialize in data processing, analysis and data visualization. The position will work closely with the state's public utilities, PJM and other State agencies to design, administer, manage, and track performance of clean energy programs, including the following tasks:

- Work with MEA Clean Energy and Energy Efficiency teams and the governor's statistical teams to compile, analyze, visualize, and present data related to state energy usage and program performance information.
- Produce data visualizations of the state's energy programs, including interactive energy mapping; real time and historical cost/benefit analyses; and analysis of trends, seasonality issues and cost effectiveness metrics.
- Coordinate all DOE and State reporting of state energy related data; including jobs, kWh, households served, cars off the road, etc.
- Manage the data requirements of MEA to provide for data transparency, and to field/coordinate requests from the public and other state and federal agencies.
- Work with the state's utilities to manage data and information for the EmPOWER Maryland programs. Compile the quarterly utility reports and be able to interpret, annualized and visualize the information.

Qualifications: Candidates should have at least a bachelor's degree in energy policy or engineering with a concentration in business analytics or statistics, and preferably a master's degree in an energy, business analytics, or environmental field. Candidates must have at least two years of experience working with data analytics related to the items listed in the responsibilities section above, with a strong preference of working with energy related issues. Excellent presentation, writing, and analytical skills are required.

Successful candidates will have:

- A command of MS Office applications (Excel, Word, Powerpoint), database applications (SalesForce, Access), and commercial or open source data visualization platforms.
- Ability to develop metrics and statistics that demonstrate both the importance of the activity being performed and convey an understanding of their effectiveness;
- Experience and/or educational background in energy and analytics;
- Analytical expertise and experience demonstrating understanding of energy systems and energy efficiency measurements;
- Experience and comfort with meeting and interacting with senior business and government executives;
- Excellent written and oral skills; well organized and able to meet deadlines, and work well with both internal staff and external parties;

To Apply: Please send a cover letter, resume, and salary requirements by email, with "Clean Energy Program Manager – Data Analyst" in the subject line to MEAjobs@energy.state.md.us. Qualified candidates will receive notification of receipt. Only the top candidates will be invited to interview for the position.

Salary: Commensurate with experience.